

SENIOR PARKS MAINTENANCE WORKER

DEFINITION

To provide technical and functional supervision over assigned maintenance personnel; and to lead and participate in a variety of skilled and unskilled parks maintenance repair and construction work.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Parks Maintenance Worker series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series including providing lead supervision over maintenance personnel. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Parks Maintenance Supervisor.

Exercises technical and functional supervision over assigned maintenance personnel.

EXAMPLES OF ESSENTIAL FUNCTIONS - *Essential functions may include, but are not limited to, the following:*

Prepare budget input for short and long-term projects; overview expenditures to ensure cost overruns do not occur.

Perform daily inspection and preventative maintenance of city parks and park facilities; identify safety hazards.

Coordinate, assign and review the work of assigned maintenance personnel.

Oversee and participate in the cleaning and maintenance of park and parks and recreation facilities.

Work effectively with contractors on city-approved projects; seek bid and estimates for proposed projects.

Design small irrigation systems.

Operate a variety of equipment used in park maintenance work including backhoes, trenchers, mowers, edgers, blowers, and chain saws; train subordinate employees as needed.

Assist supervisor in scheduling of work and assignments related to parks and park facilities maintenance.

Plan and recommend materials needed for work projects; order approved supplies and equipment.

Prepare and maintain preventative maintenance schedule and logs of work performed.

Apply herbicides and pesticides.

May act as Parks Maintenance Supervisor as required.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Tools, equipment, and materials used in parks maintenance work.

Basic construction and repair methods including carpentry, pipefitting, painting, cement work, and welding.

Proper planting and maintenance of trees, shrubs, flowers, and lawns.

Applicable codes, regulations, and safety orders.

Occupational hazards and safety precautions of parks maintenance work.

Principles of training subordinate staff.

Ability to:

Read blueprints of structures and work plans.

Perform skilled maintenance and repair tasks.

Oversee, assist, and train assigned maintenance staff.

Prepare and develop cost estimates and budget figures.

Maintain records and prepare work and time reports in parks and parks and recreation facilities maintenance areas.

Use and operate hand tools, mechanical equipment, power tools and equipment safely and effectively.

Work with contractors on city-approved projects.

Skillfully and safely operate assigned equipment.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EXPERIENCE AND TRAINING

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Four years of responsible parks maintenance experience.

Training:

Equivalent to the completion of the twelfth grade.

License Or Certificate:

Possession of, or ability to obtain, a valid California driver's license.

May be necessary to obtain specialized license or certificate related to area of assignment as required by the position.

TYPICAL WORKING CONDITIONS

The major portion of the work is performed outdoors with exposure to dust, pesticides, noise, machinery, moving objects and other vehicles. May be exposed to constant vibration of equipment for prolonged periods of time; may be required to work multiple shifts during emergencies, seasonally-caused circumstances, or special projects in varying climate and temperature conditions. May drive on surface streets for short periods of time.

TYPICAL PHYSICAL REQUIREMENTS

On a continuous basis, walk, stand, bend, squat, climb, kneel, twist and reach while operating equipment and/or construction activities. Perform heavy manual labor; lift sacks of fertilizer and bags of cement exceeding 50 lbs. Drive motorized equipment and vehicles; use hand and power tools and equipment. Perform simple and power grasping, pushing, pulling, and fine manipulation. Sit while completing work papers. Maintain effective audio-visual discrimination and perception needed for matching paint/color codes/wires in controller boxes; making observations; communicating with others, reading and writing, and operating equipment. Use a telephone to communicate verbally. Maintain mental capacity that allows for effective interaction and communication with others.

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbents may be expected to perform job-related duties other than those contained in this document.

SRPARKSMAINTWRKR899
ADOPTED 8/99
CAT: MAINT/CRAFT
FLSA: NONEXEMPT
TITLE CHANGE: SRPBMAINTWRKR
ADOPTED 10/91

POSN: 00121